

**COUNTY OF ORANGE**  
**HIV PLANNING COUNCIL**  
**Regular Meeting Wednesday – December 10, 2003**  
**6:00 PM**  
**FOUNTAIN VALLEY HOSPITAL**  
**Saltzer Conference Room**  
**17100 Euclid Ave., Fountain Valley**

**REVISED AGENDA 12-05-03**

**Chair:** Ron Viramontes

**Vice Chair:** Martin Salas

**Recorder:** Emily Bangura

**Members:** Hilda Alford, Ignacio Alvarez, Robert Barnes, Tony Barnett, Martín Becerra, Jeff Byers, Dan Cavanaugh, Clayton Chau, Shawn Coakley, Michael Ferguson, Linda Foster, Geeta Gupta, Betsy Ha, Mary Hale, Pearl Jemison-Smith, Jerry Lail, Puki Liptrapp, Josie Lopez, Maria Marquez, Sylvia Martinez, Bruce McGregor, Liz Pejeau, Christopher Ried, Tom Peterson, Matilda Rivera, Terry Roberts, Jose Ramon Rodriguez, Martín Salas, Ricky Session, Robert Thompson, Kurt Weston, Jeremiah Tilles, Modesto Vasquez, Ron Viramontes, Clarence Williams, Steve Thronson, Miles Wood

**Member on Leave:** Clarence Williams

**Staff:** Bonnie Birnbaum, Irene Tyrrell, Bhuvana Rao, Hope Hagen, Diana Banzet, Mai Linh Nguyen, Yvette Petruzzelli, Emily Bangura

**Item I. Call to Order**

**Item II. Welcome & Introductions**

- A. Pledge of Allegiance
- B. Moment of Remembrance
- C. Introduction of Guests
- D. Roll Call of Members present, Members excused absent/On-leave, and Members absent

**Item III. Public Comment** (This will be the only opportunity for Guests to address matters before the Council)

**Item IV. Comments on Agenda**

**Item V. Approvals for Consent Calendar**

- A. Minutes from November 12, 2003

**Item VI. Committee and Task Force Reports**

- A. State Office of AIDS
- B. Chair/Executive
- C. Housing
- D. HIV Client Advocacy
- E. Prevention Planning
- F. Membership
- G. Public Policy Update
- H. By-Laws
- I. Case Management Task Force

**Item VII. Staff Reports**

- A. HIV Planning and Coordination
- B. Contract Development & Management

**Item VIII. Old Business**

- A. Discussion: Evaluation of the Administrative Mechanism

**Item IX. New Business**

- A. Nomination of Officers
- B. Reallocation of FY 03-04 Funds (action item)
- C. Approval of Revised Planning Council By-Laws (action item)
- D. Approval of HCAC Policies & Procedures (action item)
- E. Modification to FY2004 Instructions to Grantee (action item)

**Item X. Member's Privilege**

## **Item XI. Announcements**

## **Item XII. Adjournment**

### **Notes**

**III. Public Comment.** Public comment on agenda items or other HIV related matters are encouraged. Comments by the public on agenda items, or other matters, may be made at the beginning of the meeting during the time set aside for public comment [agenda item IV]. Comments are limited to five minutes, unless the Chair rules differently.

**XI. Member's Privilege.** Council members may address any issue raised during the meeting but which has not been placed on the agenda. Comments should be for *information-only* purposes, and, germane to the work of the Council. They should not be in violation of any local, state, or federal law. The Council Chair shall rule on the admissibility of all statements or materials offered for inclusion into the minutes of the Council. Council members have the authority to overturn this ruling by the chair with a simple majority vote of the members present. Statements or materials entered into the record via Member's Privilege do **not** represent the position of the Council, or its endorsement. Any issue raised, which requires Council action, will be placed on the next meeting's agenda by direction of either the Chair or by the Council.

**Persons with cellular telephones are asked either to turn the device off, or to place it on vibrate mode. If it is necessary to take a telephone call, the individual is asked to step outside the meeting hall.**

**Services for People with Special Needs.** Persons requiring special assistance to participate in the meetings can telephone HIV Planning & Coordination staff at 834-8711 three (3) days prior to the meeting.

**Guidelines for Meetings.** The Council strives for governance by consensus. When consensus is not possible, action items shall be adopted by simple majority vote of the voting members present. The Council's open meeting process is governed by the Ralph M. Brown Act and its subsequent legislative changes.

**Inquiries.** To have your name placed on the noticed list, or for other administrative matters regarding the HIV Planning Council, please telephone Emily Bangura at 714-834-8711. ***Agenda's and Minutes are posted to the HIV Planning & Coordination Web Site*** by the Friday evening immediately prior to the Council meeting.

**HIV Planning and Coordination WEB SITE ADDRESS:** <http://www.ocgov.com/hca/public/hiv/links.htm>

## **ATTENTION**

### **NEXT MEETING IS SCHEDULED FOR**

**January 14, 2004**

**5:30pm -- BUFFET**

**6:00 -- MEETING**

**Fountain Valley Hospital - Saltzer Conference Room**